

ABOVENET, INC.

EMPLOYEE ACTION FORM

Name: Doug Jendras

Social Security Number:

Hire Date:

Effective Date: 5/1/2004

New Position: Replacement Position: Recruitment Source:New Hire: Salary Change: Bonus: Termination: Title Change Promotion: Transfer: Rehire: Other:

Describe:

EMPLOYMENT DATA

NEW/FROM

TO

Home Address/Telephone

Employ Type / Hrs:

FLSA Status (Exempt / Non-Exempt)

Job Title/EEO Class

VP Customer Operations

SVP, Operations

Department/Dept. Number

Location/Profit Center

Company/Product Line

Supervisor:

Site ID

Grade Level

SALARY CHANGE

Current Annual Salary: 195,000

Current Semi-Monthly / Hourly Rate: 8,125

New Annual Salary: 225,000

New Semi-Monthly / Hourly Rate: 9,375

Dollar Increase: 30,000

Percent Increase: 15.385

Annual Review: Promotion: Transfer: Other:

MISCELLANEOUS INFORMATION

Options:

Bonus:

Draw:

Other:

SEPARATION

Reason:

Termination Date:

Last day worked:

Last date paid:

Accrued Time Off:

Severance:

Other:

LEAVE OF ABSENCE

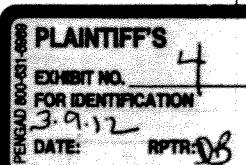
Type of Leave:

Pay Through Date:

Without Pay:

Expected Return Date:

COMMENTS



APPROVALS

Manager/Director

Title

ABOVENET, INC.
EMPLOYEE ACTION FORM

06/01/05

Name: Douglas Jendras Social Security Number: Hire Date: 06/23/2001

Effective Date: 06/01/2005 New Position: Replacement Position: Recruitment Source:

New Hire: Salary Change: Bonus: Termination: Title Change
 Promotion: Transfer: Rehire: Other: Describe:

EMPLOYMENT DATA**NEW/FROM****TO**

Home Address/Telephone

Employ Type / Hrs:

FLSA Status (Exempt / Non-Exempt)

Job Title/EEO Class

Department/Dept. Number

Location/Profit Center

Company/Product Line

Supervisor:

Site ID

Grade Level

SALARY CHANGE

Current Annual Salary: 225K

Current Semi-Monthly / Hourly Rate:

New Annual Salary: \$236,250

New Semi-Monthly / Hourly Rate:

Dollar Increase: \$11,250

Percent Increase: 5%

Annual Review: Promotion: Transfer: Other: **MISCELLANEOUS INFORMATION**

Options:

Bonus:

Draw:

Other:

SEPARATION

Reason:

Termination Date:

Last day worked:

Last date paid:

Accrued Time Off:

Severance:

Other:

LEAVE OF ABSENCE

Type of Leave:

Pay Through Date:

Without Pay:

Expected Return Date:

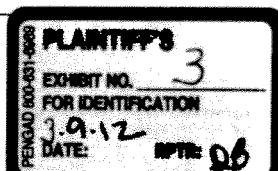
COMMENTS

Off cycle merit increase.

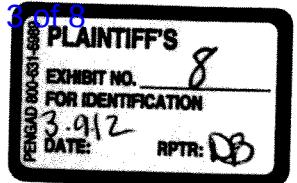
APPROVALS

Manager/Director <i>VP HR</i> Human Resources	Title <i>CFO</i>	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	Approve Disapprove	Date <i>6/1/05</i>
	Title <i>DIR HRC</i>	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	Approve Disapprove	Date
	Title	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	Approve Disapprove	Date
Finance	Title	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	Approve Disapprove	Date
Legal	Title	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	Approve Disapprove	Date

Revised 7/17/03



D-00013



**MERIT INCREASE MEMORANDUM
TO THE EMPLOYEE PERSONNEL FILE**

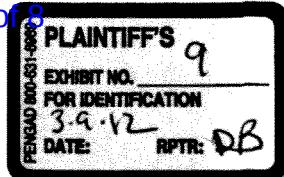
Name: Jendras, Douglas M.
Title: SVP, Operations
Department: Operations Management
Location: White Plains
Supervisor: LaPerch, William G

Effective March 1, 2006

Previous Annual Rate: \$236,250.00

Annual Merit Increase: \$12,000.00

New Annual Rate: \$248,250.00



**MERIT INCREASE MEMORANDUM
TO THE EMPLOYEE PERSONNEL FILE**

Name: **Jendras, Douglas M.**
Title: **SVP, Operations**
Department: **Operations Management**
Location: **White Plains**
Supervisor: **LaPerch, William G**

Effective March 1, 2007

Previous Annual Rate: **\$248,250.00**

Annual Merit Increase: **\$14,895.00**

New Annual Rate: **\$263,145.00**

Grimmer, Gina

*Gina M
Grimmer*
9/12/08

From: Chang, Sheila
Sent: Friday, September 12, 2008 10:37 AM
To: Grimmer, Gina
Subject: FW: Salary Increases for SVPs and CEO

FYI - Please process below salary changes effective date 9/2/2008. Thanks.

-Sheila



From: LaPerch, Bill
Sent: Friday, September 12, 2008 10:20 AM
To: Sokota, Rob; Chang, Sheila
Cc: Sandford, Jill
Subject: Re: Salary Increases for SVPs and CEO

Approved
Bill LaPerch sent by BlackBerry

From: Sokota, Rob
To: Chang, Sheila; LaPerch, Bill
Cc: Sandford, Jill
Sent: Fri Sep 12 07:55:36 2008
Subject: RE: Salary Increases for SVPs and CEO
Approved. I will get you board minutes in draft.

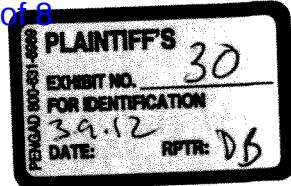
From: Chang, Sheila
Sent: Friday, September 12, 2008 8:12 AM
To: LaPerch, Bill; Sokota, Rob
Subject: Salary Increases for SVPs and CEO

I and Rob,

In order to make the changes to the payroll with the next payroll run (9/30/2008) for a retroactive effective date of 9/2/2008, I will need approval from both of you on the following base salary increases AND a copy of the board minutes approving these increases. Alternatively, for the SVPs, Bill could input each of the changes for the SVPs through Self Service, but since there is no one on the board with access to Self Service, we would still need to route and approve the changes manually, and therefore will still need the board minutes for backup approving these salary increases.

	Amount of Increase	New Annual Salary
	\$16,855	\$280K

*Sheila Chang
9/27/08*



**MERIT INCREASE MEMORANDUM
TO THE EMPLOYEE PERSONNEL FILE**

Name: Jendras, Douglas M.
Title: SVP, Operations
Department: Operations Management
Location: White Plains
Supervisor: LaPerch, William G

Effective March 1, 2010

Previous Annual Rate: \$280,000.00

Annual Merit Increase: \$10,000.00

New Annual Rate: \$290,000.00

Chang, Sheila

PLAINTIFF'S	
EXHIBIT NO.	31
FOR IDENTIFICATION	
DATE:	3-9-11
RPT#:	DB

From: Sokota, Rob
Sent: Thursday, March 17, 2011 4:41 PM
To: Chang, Sheila; LaPerch, Bill
Subject: RE: Merit increase

Confirmed.

From: Chang, Sheila
Sent: Thursday, March 17, 2011 4:33 PM
To: Sokota, Rob; LaPerch, Bill
Subject: RE: Merit increase

For payroll's audit trail, please confirm that the correct annualized merit amount for Doug Jendras effective 3/1/2011 is \$5,800. Thanks.

*Entered in Cendex.
- ABC*

From: Sokota, Rob
Sent: Thursday, March 17, 2011 12:30 PM
To: LaPerch, Bill; Chang, Sheila
Subject: RE: Merit increase

Put in the increase retroactively starting March 1 consistent with everyone else. Thanks.

From: LaPerch, Bill
Sent: Thursday, March 17, 2011 11:38 AM
To: Chang, Sheila; Sokota, Rob
Subject: FW: Merit increase

I did not tell Doug he received a merit increase. However I do not believe that it was put in the JD until the day after he received one in that document. I will speak with him on Friday or have him sign off on it.

Bill LaPerch
 USF - Office of the President

From: Chang, Sheila
Sent: Wednesday, March 16, 2011 3:27 PM
To: LaPerch, Bill
Subject: FW: Merit increase

Why does Doug think he got a merit increase? I will not respond to him until I hear from you. Thanks.

From: Jendras, Doug
Sent: Wednesday, March 16, 2011 3:26 PM
To: Chang, Sheila
Subject: Merit increase

Sheila,

I noticed that I did not receive my merit increase yesterday. Can you let me know if that was an oversight?

Thanks,

Doug

Douglas M Jendras

Senior Vice President of Operations

AboveNet Communications

(914) 683-6855